

ESD Program Development Grants FY2004

ESD is continuing a “Mini-grants” program that provides small, one-time (i.e., non-renewable) grants for the purpose of assisting the ESD program development efforts. A maximum of 10 mini-grants will be selected for funding during FY2004, but the actual number will depend on funds available and quality of the proposals.

Who may Apply

The program is open to ESD staff in the following job categories: Scientists and Engineers, Project Managers, Program Managers, Postdoctoral Fellows, and Research Associates and Research Technicians.

Eligibility Conditions

To be eligible for a grant, the applicant must propose an activity that is consistent with the mission of the Earth Sciences Division. Under no circumstances can funds be used to cover cost over-runs in a PI’s existing DOE, Work for Other, or LDRD project.

Application Deadline and Awarding of Grants

Two-page funding requests are to be submitted to the Division Resource Analyst, Bridget Kramer, two times per year: on or before February 28, 2004 and then on or before August 30, 2004. No proposals longer than two pages will be considered. Grants will be awarded in April and again in October for each one that is selected during the two mini-grant program cycles.

Application Format

Applications should be organized as follows:

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- Applicant (Name, email, and telephone extension)
- Description of the proposed program development project
- Why is the proposed program development activity important?
- What will be done with the development funds and what are the expected results?
- How will the funding make a difference? Why is the funding needed/not available from other sources?

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- Applicant should complete a standard budget page, a copy of which he/she can get from Bridget Kramer.

Maximum Grant Size and Project Term

The maximum grant size is up to \$15,000 less applicable overheads. The project must be completed within six months from inception of the grant.

It is expected that the most of the funds be spent on effort. Travel and laboratory purchases can be accommodated if included in the proposal.

Review and Selection Procedure

Applications will be reviewed and selected by a mini-grant committee in the ESD (**committee is** selected by the Division Director). The committee will use the following criteria in evaluating applications:

1. The extent to which funding will make a difference and is not available from other sources.
2. The application's consistency with the Earth Sciences mission.
3. The probability that the program development activity will be successful/achievable (i.e. realistic target, realistic approach, are the individuals capable of successfully carrying out the project?)
4. The potential of the proposed effort to make a significant contribution to the nation (i.e. technical community, industry, marketplace, government decision-making).

The committee will prepare a rank-ordered list of projects for funding based on the written proposals and submit their recommendations to the Division Director.

Reporting

The grant recipients are required to (a) submit a one-page report to the committee within six months of the grant initiation date and (b) present their results in seminar sessions within one year from the grant initiation. This final report will summarize accomplishments and whatever outcomes are known at the time. The committee will report back to the Division Council on the mini-grant program on an annual basis.

Committee Members for FY04

Chair: Seiji Nakagawa
George J. Moridis
Jiamin Wan
William T. Stringfellow
Pat Dobson